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## MEMORANDUM FOR THE RECORD

SUBJECT: Comments on the 1981 Bureau Chiefs Conference

1. In general, comments on the Bureau Chiefs Conference were very favorable. Most bureau chiefs felt that annual meetings were needed (with one holdout for 18 months). As to the time of year, most seem to prefer the spring to the fall citing the facts that designated bureau chiefs can be included, we are halfway through the budget cycle and the flowers are in bloom. It was expressed by others that the timing should be made somewhat flexible to account for prevailing conditions such as change of administrations, bureau personnel changes, etc. Nobody believed that the conference was too long and most agreed to the 1-week format. A suggestion that half of the chiefs should arrive a few days before the conference for individual appointments and the others remain for a few days was virtually unanimously endorsed.

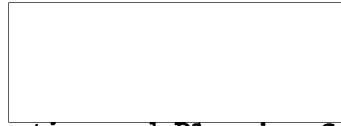
2. As to the substance of the conference, most were happy with the format. Some believed more time should have been devoted to personnel and administrative matters and one person said that not enough time was left for questions. In my view, another admin/personnel session could have been useful.

3. The half-day at Headquarters was an unqualified success. Most agreed that this was ample time and that there is no need to have all directorates represented. Rather, we should have high-level speakers who are apt to impact on FBIS such as the DCI, DDCI, DDA, DDS&T, etc. All found the cocktail reception at Langley superior to the previous luncheon arrangement mainly because it allows for greater mix and informality. A total group of 55-60 seems like the optimum number, thereby allowing high officials to move freely and meet virtually all FBISers.

4. The photographer should be scheduled directly after lunch so that he can set up his gear in comfort and bureau chiefs do not have to wait forever.

5. The Europe, Africa regional session was very crowded, primarily because it encompassed West Europe, East Europe, USSR, and Africa. This regional meeting should probably be divided if possible.

6. Conclusion. The formal conference should last only 1 week with most appointments scheduled 2-3 days before or after the conference. This will allow more time for discussion during the conference week and time for discussion on special topics involving several chiefs at once.



Chief, Executive and Planning Staff, FBIS

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